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MINUTES OF THE TENTH FDD CAREER SERVICE BOARD MEETING

18 April 1957

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All members were present
[REDACTED]

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[REDACTED] submitted the following for information and review of the Board:

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a. The following are scheduled for Foreign Language Aptitude tests: [REDACTED] 14 May.

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b. [REDACTED] recommended, with the concurrence of [REDACTED] that the hours of instruction of the FDD Intensive Italian Grammar and Reading Course be changed from "three hours of instruction, plus three hours of study in the operations area" to "four hours of instruction, plus four hours of study in the operations area." It was suggested that the course be reactivated about 1 July. The Board agreed that such matters should be determined by the Division Training Officer and reported to the Board only for its information.

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c. Since FDD course outlines were printed in the OTR bulletin, FDD received three requests for the Russian Familiarization course, from ORR, OCR, and ONE. Training has now announced that it will reactivate its own Russian Familiarization course this summer, which will take care of those three requests.

d. [REDACTED] stated that the Language Development Program does not change the criteria by which branch chiefs decide whether to approve duty-hour training.

The Chairman stated that at yesterday's OO Career Service Board Meeting, Contact Division announced two GS-9 vacancies for case officers in headquarters; one in NE/A Branch and one in FE/P Branch. They were interested in someone to deal with the consumers, plus some editing of field reports.

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[REDACTED] recommended
[REDACTED] requested approval and the Chairman approved the availability of [REDACTED] to Training to give the French Intensive Conversation course for one week.

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Career Preference Outlines were reviewed for [REDACTED] and [REDACTED] indicated that she would like to be considered in the eventuality of a West Coast field office for FDD.

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[REDACTED] announced two GS-13 vacancies in DDP/SR.

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[REDACTED] stated that DDP/FE had requested FDD for a loan of a Russian linguist for a period of 60-90 days to Djakarta, Indonesia until such time as [REDACTED] is ready for this position.

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[REDACTED] but would like to consider other possibilities since [REDACTED] had already had a TDY assignment.

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The following internal reassignments occurred during the week:

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[REDACTED] SSR Branch to Eastern Europe Branch
[REDACTED] from Reports Branch to Far East Branch
[REDACTED] from Publications Section to Screening Section,
Reports Branch

The Chairman reported that the Secretary, OO Career Service Board had drawn up a composit picture in chart form which were distributed to the Divisions comparing the functions of the OO Career Service Board and the Division Boards with an aim of getting some uniformity. The Division Chiefs were asked to study this and be prepared to comment or make suggestions.

In accordance with DDI Notice No. 20-580-1 on Competitive Promotions, the Board reviewed the personnel in grades GS-13 and established these in priority order. Since there are no vacancies at grade GS-14 in FDD at this time, no further action could be taken by the Board.

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[REDACTED]
Secretary

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